

SAMSUNG

User's Guide

Inkjet Telephone Fax **SF-350**



For UK customers:

To reorder your consumables

Call 0800 3164060

For Technical Assistance

Call 0870 2420303

Important Precautions and Safety Information

When using this fax machine, these basic safety precautions should always be followed to reduce risk of fire, electric shock, and injury to persons:

- 1** Read and understand all instructions.
- 2** Use common sense whenever operating electrical appliances.
- 3** Follow all warnings and instructions marked on the product and in the literature accompanying the product.
- 4** If an operating instruction appears to conflict with safety information, heed the safety information. You may have misunderstood the operating instruction. If you cannot resolve the conflict, contact your sales or service representative for assistance.
- 5** Unplug the fax machine from the AC wall socket and telephone jack before cleaning. Do not use liquid or aerosol cleaners. Use only a damp cloth for cleaning.
- 6** Do not place the fax machine on an unstable cart, stand, or table. It may fall, causing serious damage.
- 7** Your fax machine should never be placed on, near, or over a radiator, heater, air conditioner, or ventilation duct.
- 8** Do not allow anything to rest on the power or telephone cords. Do not locate your fax machine where the cables may be damaged by people walking on them. Do not place the machine where the power or telephone cord may be bent. Any case of the above may cause hazardous results or a malfunction.
- 9** Do not overload wall outlets and extension cords. This can diminish performance, and may result in the risk of fire or electric shock.
- 10** Do not allow pets to chew on the AC power, telephone, or PC interface cords.
- 11** Never push objects of any kind into the fax machine through case or cabinet openings. They may touch dangerous voltage points, creating a risk of fire or shock. Never spill liquid of any kind onto or into the fax machine.
- 12** To reduce the risk of electric shock, do not disassemble the fax machine. Take it to a qualified service technician when repair work is required. Opening or removing covers may expose you to dangerous voltages or other risks. Incorrect reassembly could cause electric shock when the unit is subsequently used.

- 13** If you are using the telephone line cords from another manufacturer, it should be AWG #26 or lower gauge as it may affect the operation of the equipment.
- 14** Unplug the machine from the telephone jack, PC, and AC wall outlet, and refer servicing to qualified service personnel under the following conditions:
 - *When any part of the power cord, plug, or connecting cable is damaged or frayed.*
 - *If liquid has been spilled into the product.*
 - *If the product has been exposed to rain or water.*
 - *If the product does not operate properly after instructions have been followed.*
 - *If the product has been dropped, or the cabinet appears damaged.*
 - *If the product exhibits a sudden and distinct change in performance*
- 15** Adjust only those controls covered by the operating instructions. Improper adjustment of other controls may result in damage, and may require extensive work by a qualified service technician to restore the product to normal operation.
- 16** Avoid using this fax machine during a lightning storm. There may be a remote risk of electric shock from lightning. If possible, unplug the AC power and telephone for the duration of the lightning storm.
- 17** Do not install the machine in a wet environment. This may increase the risk of fire or shock.
- 18** Keep these instruction in a safe place for future reference.

Recycling



Please recycle or dispose of the packaging material for this product in an environmentally responsible manner.

Chapter 1: Setup and Copying

List of features	1.2
Familiarising yourself with your new machine	1.3
Front view	1.3
Rear view	1.3
Control Panel	1.4
Menu Map	1.5
Loading paper	1.6
Paper type and sizes	1.6
Making a copy	1.7
Setting date and time	1.8
Setting fax number/name	1.8
How to enter letters	1.9
Copying/receiving in Ink Save mode	1.10
Adjusting ring volume	1.10
Adjusting speaker volume	1.10

Chapter 2: Programming and Dialling

Making a phone call	2.2
On-Hook dialling	2.2
Phonebook dialling	2.2
Storing a number for One-Touch dialling	2.2
One-Touch dialling	2.2
Storing a number for Speed dialling	2.3
Dialling a Speed number	2.3
Group dialling (Multi-address transmission)	2.4
Searching for a number in memory (Directory dialling)	2.5
Searching sequentially through the Phonebook	2.5
Searching for a particular first letter	2.5
Redialling	2.5
To redial the last number called	2.5
To redial the number in memory	2.5
To find a number received via the Caller ID service	2.6

Chapter 3: The Fax Machine

Sending a fax	3.2
Loading documents	3.2
Acceptable documents	3.2
Setting document resolution and contrast	3.3
Sending a fax manually	3.4
Sending a fax automatically	3.4
Automatic redial	3.4
Receiving a fax	3.5
Reception modes	3.5
Receiving in FAX mode	3.5
Receiving in TEL mode	3.6
Receiving in AUTO mode	3.6
Receiving in TAM mode	3.6
Receiving in DPD mode	3.7
Receiving via an extension telephone	3.7
Voice Request	3.8
Making a Voice Request	3.8
Answering a Voice Request	3.8

Chapter 4: Advanced Fax

Broadcasting	4.2
Toll Save	4.2
Setting up Toll Save time	4.2
Activating Toll Save	4.3
Cancelling a Toll Save Job	4.3
Delayed fax	4.4
Polling	4.4
Setting polling send	4.4
Setting receive polling	4.5
To cancel a scheduled job	4.5
Forwarding a fax	4.5

Chapter 5: Special Features

Inserting a pause	5.2
Using Recall (R or Flash)	5.2
Using Caller ID	5.2
Sound setup	5.3
Chain dialling	5.3
User reports	5.4
To print a report	5.4
Re-printing faxes	5.5
Registering/deleting junk fax numbers	5.5
Entering junk fax setup mode	5.5
Clearing memory	5.6
User options	5.6
Setting system option	5.6

Chapter 6: Care and Maintenance

Cleaning the document scanner	6.2
Replacing the print cartridge	6.3
Cleaning the printhead	6.4
Aligning the printhead	6.4
Ink level view	6.4
Shading adjustment	6.4
Self testing	6.5
Print cartridge maintenance	6.5
Cleaning the Enclosures	6.5
Cleaning the cartridge	6.5
Wiping the print nozzles and contacts	6.5
Cleaning the cartridge carrier contacts	6.6
LCD error messages	6.7
Fixing Problems	6.9
Fax problems	6.9
Print quality problems	6.10
Paper feeding problems	6.10
Clearing jams	6.11
Document jams during transmission	6.11
Paper jams during printing	6.11

Chapter 7: Appendix

Specifications	7.2
A sample of ITU #1 chart (reduced to 60.5%)	7.3
Replacing the fitted plug (UK)	7.4
Notes for use of this device (New Zealand)	7.4
Declaration of conformity (European countries)	7.5

Chapter 8: Index

Chapter 1

Setup and Copying

This chapter describes the preliminary setup procedure. A full installation instruction is explained in the separate Installation Guide. If you are installing or reinstalling the machine from the beginning, refer to the Installation Guide provided with the machine.

List of features

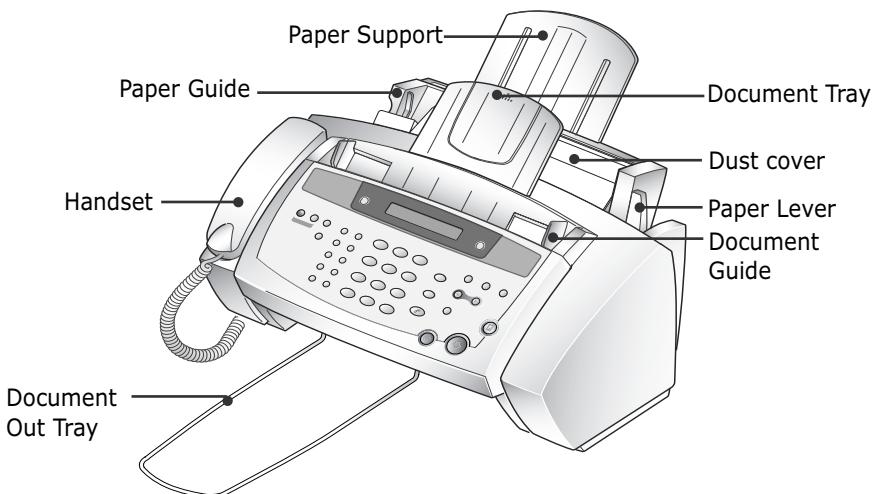
This machine was designed using the latest technology. It is a full-featured, high-performance machine that not only meets, but also exceeds industry standards. The following is a list of its many exciting features:

- *Save Ink* (see "Copying/receiving in Ink Save mode" on page 1.10.)
- *Toll Save*
- *Inkjet printing on plain paper*
- *33.6Kbps high speed faxing*
- *160 page holding memory*
- *Multilingual display and report; English, German, French, Italian, Spanish, Portuguese and Dutch* (see "Language" on page 5.7.)
- *Stand-alone, full-function fax machine*
- *Convenient 99 page desktop copier*
- *15 page Skew Free Document Feeder*
- *90 Speed Dialling locations*
- *10 One-Touch included*
- *Five reception modes; TEL, FAX, AUTO, TAM and DRPD*
- *Broadcasting to send the same document to multiple destinations*
- *Delayed FAX to send the document at a later time*
- *Send/Receive Polling*
- *Fax forwarding*
- *Last 10 number redial*
- *Report management; sending confirmation, Journal report and Phone-book, etc.*
- *30-minute memory backup after the power fails.*

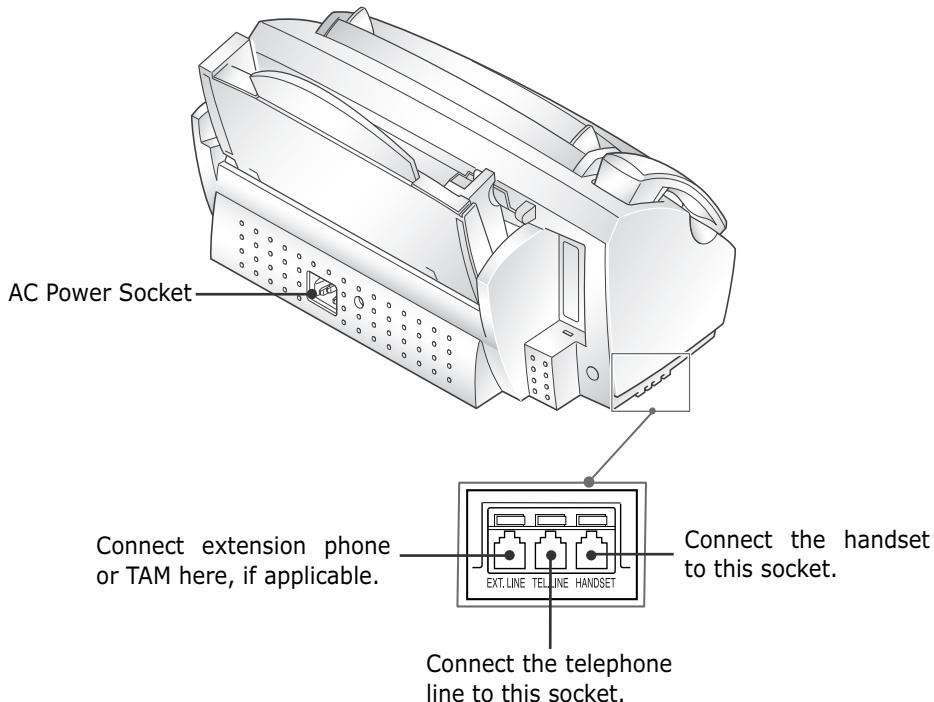
Familiarising yourself with your new machine

Take a moment to familiarise yourself with your new machine by looking at the pictures on the next few pages.

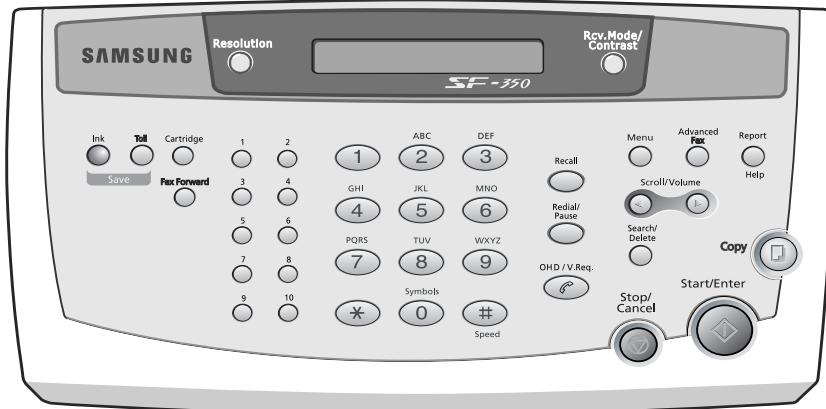
Front view



Rear view

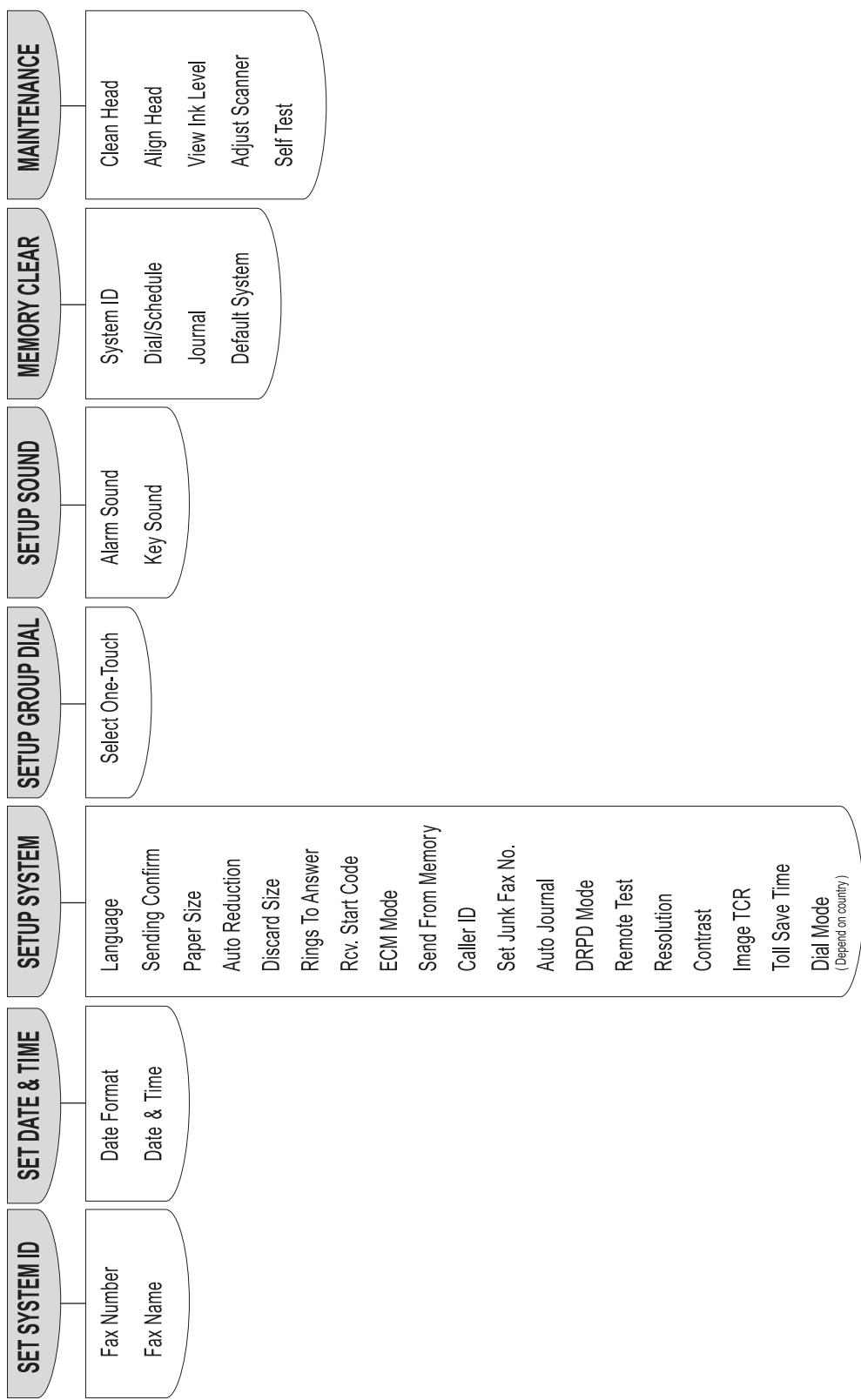


Control Panel



Button name	Function
Ink	Used for less ink consumption. It toggles On and Off.
Toll	Used to send a fax at a specified time.
Cartridge	Used to install a new cartridge or replace an old one.
Fax Forward	Forwards the fax received to another destination.
Resolution	Improves the clarity of a document you are sending.
Rcv.Mode/Contrast	This button has two functions: When no document is loaded, pressing this button changes the Receive Mode. When a document is loaded, the pressing this button changes the contrast.
One-Touch dial button (1 to 10)	These buttons, to the left of the numeric keypad, are used to call most frequently used numbers by pressing one button.
Number keypad	Dial numbers manually as you would usually do with the telephone, or enter letters while setting up your machine.
Symbols	Used to enter special characters when entering a name in edit mode.
Speed	Used to store and dial the most frequently used 90 telephone/fax numbers with two-digit location number.
Recall (R/Flash)	Performs a switch-hook operation.
Redial/Pause	Used to redial the last number called. You can also use it to add a pause while storing a number in memory.
OHD/V.Req	Used to dial numbers without picking up the handset. Also used to signal a voice request after sending or receiving documents.
Menu	Used to choose special functions such as setup system and maintenance, etc.
Advavced Fax	Use for advanced fax features like broadcasting, delayed fax, and polling, or to cancel a scheduled job.
Report/Help	Used to print status reports or to access HELP files for information on how to operate your machine.
Scroll/Volume	Used to display the previous or next menu item, to adjust the volume, or to move the cursor to the digit you want to edit.
Search/Delete	To search for a number in memory. Used to delete digits in the edit mode.
Copy	Used to copy a document.
Start/Enter	Used to start a job or to activate the selection shown in the display.
Stop/Cancel	Stops an operation at any time. Or used to cancel a current menu operation.

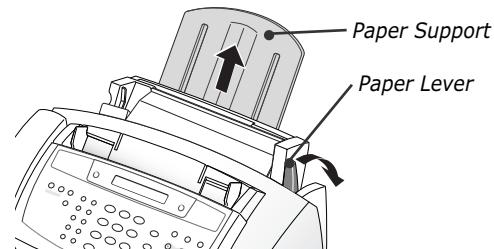
Menu Map



Loading paper

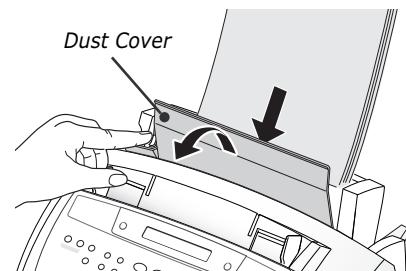
To receive faxes or make copies, you should load the paper in the ASF¹. You can load approximately 100 sheets of paper. Before loading the paper, see if the paper size is set correctly in the Setup System. For more information, see "Paper Size" on page 5.7.

- 1 Pull the Paper Support on the ASF all the way up.



- 2 Push down the Paper Lever.

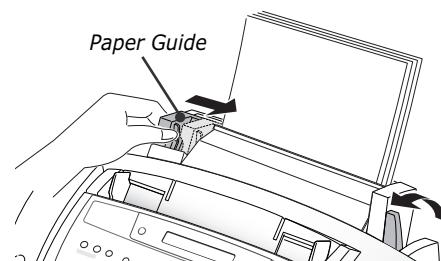
- 3 Fan the papers.



- 4 Pull out and hold the Dust Cover towards you.

- 5 Insert them into the ASF with the print side face up.

- 6 Release the Dust Cover.



- 7 Squeeze the Paper Guide, and move it to the right to match the width of the paper.

- 8 When completed, replace the Paper Lever to its original position.

Paper type and sizes

Satisfactory print and receive quality can be obtained with many types of plain paper. Since the quality of plain paper varies widely, test the print quality before buying large quantities of paper. Your machine uses a variety of papers including:

- *Xerographic paper*
- *Bond paper*
- *Dual-purpose paper*

Because all paper varies in physical characteristics, you can receive mixed results from different packages of paper even though the packages contain the same type of paper. If you encounter undesirable results, try the other side of the paper, a different type, or another package of the same kind of paper.

1. Automatic Sheet Feeder.

DO NOT use the following types of paper with your machine:

- *Continuous form feed paper*
- *Synthetic paper*
- *Thermal paper*
- *Multi-sheet forms and documents*
- *Chemically treated paper*
- *Papers with raised, embossed lettering*

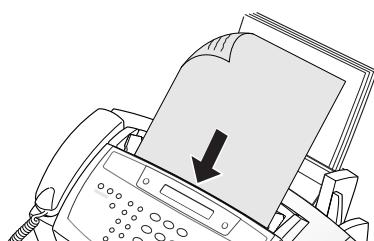
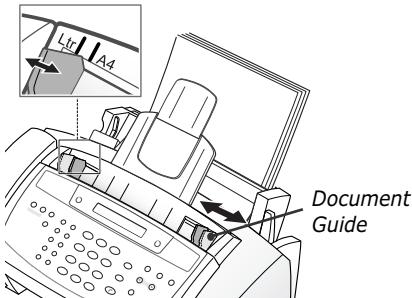
The following print media can be used with your machine:

Paper size	Dimensions	Paper weight
A4	210mm x 297mm	70 ~ 90g/m ² (20 ~ 24lbs)
Letter	216mm x 279mm	
Legal	216mm x 356mm	

Making a copy

If you want to save ink while copying or receiving a fax, see "Copying/receiving in Ink Save mode" on page 1.10.

- 1 Turn the page face down and insert it into the document feeder.
- 2 Adjust the document guide to match the width of the document.
- 3 Feed the document into the machine.
- 4 Adjust the resolution by pressing **Resolution**.
 - In case you selected the **Standard**, it automatically changes to **Fine** mode.
- 5 Press **Copy**.
 - The display shows **Number Of Copies**.
- 6 Enter the number of copies you want by using the number keypad, and press **Start/Enter**.
 - The display shows **Zoom Rate**.
 - If you want one copy without specific copy options, you can press **Copy** again at this time, and copying will start immediately.
- 7 Select the zoom rate you want by pressing **<** or **>**, and then press **Start/Enter**.
 - You can scale the document from 50% to 150% by selecting a pre-defined rate. The default rate is 97%.



- 8 Choose if you want to collate document.
 - When collation is selected, you need to select the sorting order; Normal, Reverse.
- 9 Press **Start/Enter** when all options have been selected.
 - When the machine runs out of paper, Load paper and press Start/Enter appears in the display. Supply additional paper and press **Start/Enter**.
 - Note that you are not able to send a fax while copying is being performed. Wait until it finishes, and send a fax.

Setting date and time

The current date and time are shown in the display when the machine is on and ready for use (Standby Mode). The date and time will be printed on all faxes you send.

- 1 Press **Menu**.
- 2 Press < or > to choose **SET DATE & TIME** and press **Start/Enter**.
- 3 Press **Start/Enter** when the display shows **Date Format**.
- 4 Press < or > to select either **Europe** or **USA** and press **Start/Enter**.
 - If you chose Europe format, the date will be displayed as DD-MM-YYYY HH:MM, for example, 20-03-2003 10:20.
 - If you chose USA format, the date will be displayed as MM-DD-YYYY HH:MM, for example, 03-20-2003 10:20.
- 5 Press **Start/Enter** when the display shows **Date & Time**.
- 6 Set the date and time. You can move the cursor by pressing < or >.
 - If you enter an invalid number, the machine beeps and doesn't proceed to the next step. If this happens, just re-enter the correct number.
 - When entering the hour, you should enter it in 24-hour format.
- 7 Press **Start/Enter** when the date and time appear correctly.
 - The display shows the date and time you have set, then returns to Standby Mode.

Setting fax number/name

If this option is not selectable even though you followed the described steps, you have to consult the service technician or your dealer. This is a country-dependent option.

This is very useful information for the recipients. It allows them to see who sent a fax and what number they should send a response to.

- 1 Press **Menu**.
- 2 Press < or > to choose **SET SYSTEM ID** and press **Start/Enter**.

- 3 Press **Start/Enter** when the display shows **Fax Number**.
- 4 Enter the fax number to which your machine is connected.
 - You can enter up to 20 digits.
 - To enter a delimiter, press #.
 - To enter plus symbol (+), press *.
 - If you enter a wrong number, use < or > to move to the number and correct it.
- 5 Press **Start/Enter** when finished.
- 6 Press **Start/Enter** when the display shows **Fax Name**.
- 7 Enter the fax name (up to 40 characters) by using the number keypad.
 - You can include special characters (space, plus sign, etc.).
 - For more information, see "Keypad character assignments" on page 1.9.
- 8 Press **Start/Enter** when the name in the display is correct.
 - The machine returns to Standby Mode when you have finished or when **Stop/Cancel** has been pressed.

How to enter letters

These instructions assume that the display is asking you to enter a name.

- 1 Press the appropriate button for the letter you want.
 - To enter an O, for example, press the 6 button three times. Each time you press the button, the display shows a different letter: first M, then N, an O, and finally 6.
 - For a list of letters and corresponding buttons, see "Keypad character assignments" on page 1.9.
- 2 Select the next letter in the same way.
 - The blinking cursor moves right and the next letter appears in the display.
 - If the letter is assigned to the same button you have pressed in step 1, then first move the cursor by pressing < or >, then press the button.
- 3 Press **Start/Enter** when you're finished entering letters.

Keypad character assignments

Key	Assigned numbers, letters, or characters	Key	Assigned numbers, letters, or characters
1	(Space) 1	6	M N O 6
2	A B C 2	7	P Q R S 7
3	D E F 3	8	T U V 8
4	G H I 4	9	W X Y Z 9
5	J K L 5	0 (Symbols)	+ - , . ' / * # & 0

Copying/receiving in Ink Save mode

Your machine has an Ink Save mode to optimize consumption of ink when copying and receiving a fax.

To activate the Ink Save mode, press the **Ink** button.

- *The button backlights to indicate Ink Save mode is active. From now on, every printout except reports will consume less ink.*
- *If you feel the print quality is not good enough, exit the Ink Save mode by pressing the **Ink** button again and print quality will return to normal mode.*

Adjusting ring volume

Your machine has several levels of ring volume. Adjust it as you prefer.

To adjust the volume, press **Scroll/Volume** with machine in Standby.

- *Whenever you press the button, it will increase or decrease the volume.*
- *The volume 0 indicates that the machine will not ring when the call is received.*

Adjusting speaker volume

You can adjust the volume as you want as following:

- 1 Press **OHD/V.Req.**
 - *You can adjust it when you are talking as well.*
- 2 Press **Scroll/Volume** as many times as you want.
 - *Whenever you press the button, it will increase or decrease the volume.*



Chapter 2

Programming and Dialling

Making a phone call

Your new machine provides many ways for making a phone call. You can use either of following:

- *On-Hook dialling*
- *Phonebook dialling (One-Touch, Speed dial and Group dial)*
- *Directory dialling*
- *Redialling*
- *Manual dialling via the handset as you do with a regular telephone*

On-Hook dialling

You do not need to pick up the handset to make a phone call. When dialling, just press the **OHD/V.Req** button and enter the numbers. Pick up the handset to speak when the call is answered.

Phonebook dialling

There are two types of Phonebook dialling; One-Touch and Speed dial.

Phonebook dialling provides you with quick access to your most frequently used numbers. Before using Phonebook dialling, you must first programme the numbers into the memory.

Storing a number for One-Touch dialling

- 1 Press and hold a One-Touch button for about two seconds.
 - If a number is already assigned to the button, the display briefly shows the number, then asks if you want to delete.
If you select **N (No)** and press **Start/Enter**, the machine returns to Standby Mode with the old number untouched.
To delete old number, select **Y (Yes)**, press **Start/Enter** and start over.
- 2 Enter the telephone/fax number you want to store (up to 40 digits). and press **Start/Enter**.
 - If you want a pause between numbers, press **Redial/Pause**; a "P" appears in the display.
 - If you make a mistake while entering a number, use < or > to move the cursor under the digit, then enter the correct digit.
- 3 Enter the name and press **Start/Enter**.
 - If you do not want a name, just skip this step. by pressing **Start/Enter**.
 - If you subscribed to a caller ID service, it is recommended you enter a name.
 - You can assign up to 20 characters to a name. See "How to enter letters" on page 1.9.

One-Touch dialling

- 1 Place document(s) if you are sending a fax.
- 2 Press the desired One-Touch button. (1 through 10)
 - The display briefly shows the name or number and the number is then automatically dialled. You hear the dialling process through the speaker.
 - The machine scans the document into memory and begins to transmit if a document is loaded in the document feeder.

- To send a fax directly without scanning into memory, turn off the **Send From Memory** option. (see "Send From Memory" on page 5.7.)
- You can refer to the number assigned to each location by printing the Phonebook. see "To print a report" on page 5.4.
- Regardless of the setting of the **Send From Memory** option, the machine will first dial and then send a fax if you set the resolution to **Super Fine**.

Storing a number for Speed dialling

- 1 Press and hold the **Speed** button for about two seconds.
 - The display shows **Speed [01-90]>##**.
- 2 Enter a two-digit (01~90) number and press **Start/Enter**.
 - If a number is already assigned to the location, the display briefly shows the number, then asks if you want to delete. If you select **N (No)** and press **Start/Enter**, the machine returns to Standby Mode with the old number untouched.
 - To delete old number, select **Y (Yes)**, press **Start/Enter** and start over.
- 3 Enter the telephone/fax number you want to store (up to 40 digits) and press **Start/Enter**.
 - If you want a pause between numbers, press **Redial/Pause**; a "P" appears in the display.
 - If you make a mistake while entering a number, use < or > to move the cursor under the digit, then enter the correct digit.
- 4 Enter the name and press **Start/Enter**.
 - If you do not want a name, just skip this step by pressing **Start/Enter**. If you have subscribed to a Caller ID service, it is recommended you enter a name.
 - You can assign up to 20 characters to a name. see "How to enter letters" on page 1.9.
- 5 Press **Stop/Cancel** to exit.

Dialling a Speed number

- 1 Press **Speed**.
- 2 Enter a two-digit speed dial location number.
- 3 Press **Start/Enter** to dial the number.
 - The display briefly shows the name or number and the number is then automatically dialled. You hear the dialling process through the speaker.
 - When the remote fax machine answers, the machine scans the document into memory and begins to transmit if a document is loaded in the document feeder.
 - To send a fax directly without scanning into memory, turn off the **Send From Memory** option (see "Send From Memory" on page 5.7.)
 - You can refer to the number assigned to each location by printing the Phonebook. see "To print a report" on page 5.4.
 - Regardless of the setting of the **Send From Memory** option, the machine will first dial and then send a fax if you set the resolution to **Super Fine**.

Group dialling (Multi-address transmission)

Group dial uses the One-Touch button for quick access.

Numerous Speed dial numbers can be stored as a group. By using the group number, you can send a document to multiple parties through one operation. Your machine will dial the remote numbers in stored sequence. If the number is busy, your machine will dial the next stored number. After sending to all of the stored numbers, the machine will automatically redial any number(s) which was/were previously busy. Before you can use this feature, you must coordinate and store the group numbers desired.

Storing Speed dial numbers for Group dialling

- 1 Press **Menu**.
- 2 Press < or > to select **SETUP GROUP DIAL** and press **Start/Enter**.
- 3 Press a One-Touch button you want to use for Group dial.
The display shows **Group No.: Txx**, where xx is the number of the One-Touch button.
 - If the One-Touch button is previously assigned to Group dial, the display indicates **Group xx Used and Delete? Y/N**. To keep the old one intact, select **N (No)**, press **Start/Enter** and then try again this step.
To delete old group, select **Y (Yes)**, press **Start/Enter**, and then to prompt step 5.
 - If the button is programmed for One-Touch dialling, **Delete? Y/N** appears in the display. To keep the old one intact, select **N (No)**, press **Start/Enter** and then try again this step.
To delete old one, select **Y (Yes)**, press **Start/Enter**, and then to prompt step 5.
- 4 Press **Start/Enter**.
- 5 Enter a two-digit Speed dial location number you wish to include in the group. The display shows any number stored in the selected two-digit Speed dial location. You can include speed dial locations up to 90.
- 6 Press **Start/Enter**.
If you want to add more destinations, answer **Y** to the prompt and repeat steps 5 and 6.
- 7 Press **Stop/Cancel** when you have entered all the desired destinations.
The display asks you to enter a name.
- 8 Enter a name for the group. If you don't want to assign a name, skip this step. You can assign up to 20 characters to a name. For more information, see "How to enter letters" on page 1.9.
- 9 Press **Start/Enter**.

Dialling a group

Once you have stored the group, you can use group dialling for Broadcasting, Toll and Delayed fax.

Follow the instructions for the desired operation. When you come to a step in which the display requests the remote fax number:

- 1 Press the One-Touch button under which you stored the group number. You can use only one group number per operation. Then continue the procedure to complete the desired operation. Your machine automatically scans the document loaded in the document tray into memory, and will dial each of the numbers included in the group.
 - For more information on Broadcasting, see "Broadcasting" on page 4.2.
 - For more information on Delayed fax, see "Delayed fax" on page 4.4.

Searching for a number in memory (Directory dialling)

You can search the entire Phonebook to find the number you want to dial.

Searching sequentially through the Phonebook

- 1 Press **Search/Delete**.
- 2 Press < or > to move upward or downward through the directory until you find the number you want.
- 3 When the number you want appears in the display, press **Start/Enter** to dial.

Searching for a particular first letter

- 1 Press **Search/Delete**.
- 2 Press the button labelled with the letter you want to search for.
 - For example, if you want to find the name 'NEW YORK', press the '6' button, which is labelled with 'MNO'.
 - The machine finds the closest entry so you may need to specify as clearly as you can.
 - If the machine cannot find a name that begins with the given letter, the machine shows the message **Not Found**.
- 3 When the name and number you want appears correctly in the display, press **Start/Enter** to dial.

Redialling

You can redial the number last called or one of 10 unique numbers recently stored in memory.

To redial the last number called

- 1 Press **Redial/Pause**.
 - The number is dialled automatically.
 - If a document is loaded, the machine automatically begins to send. If there is no number stored, the machine will beep.
- 2 Pick up the handset and speak when the call is answered.

To redial the number in memory

- 1 Press and hold **Redial/Pause** for about two seconds.
- 2 Select **Recent Numbers** and press **Start/Enter**.
 - The display shows the most recent numbers.
- 3 Press < or > to find the number you are dialling.
- 4 Press **Start/Enter** when the correct number appears.
 - If a document is loaded, the machine automatically begins to send.

To find a number received via the Caller ID service

You sometimes need to see who has called you. To see the number or name follow the instructions below:

- 1 Press and hold **Redial/Pause** for about two seconds.
- 2 Select **Caller ID** and press **Start/Enter**.
- 3 Scroll through the numbers by pressing < or >.



Chapter 3

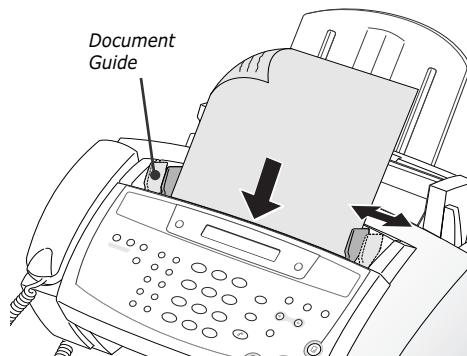
The Fax Machine

Sending a fax

Sending a fax is very simple if you follow the instructions starting from here. They will describe how to load the document, set the resolution/contrast and dial the number.

Loading documents

- 1 Load your document(s) top down in the document tray with the printed side facing away from you.
 - Be sure that your document is dry and free of staples, paper clips, and other foreign objects.
 - For more information on what kind of paper you can use for documents, see "Acceptable documents" on page 3.2.
- 2 Adjust the document guides to match the width of the document, and load document consisting of up to 15 sheets until the Automatic Document Feeder seizes and pulls it in. The display will indicate **Document Ready** when it senses that a document has been loaded.
 - If you are sending more than one sheet, make sure the bottom sheet enters first. Insert the sheets with a slight push to ensure smooth feeding.
 - If you're loading pages that are unusually thick or thin, feed one sheet at a time. If the document doesn't feed correctly, open the Control Panel, remove the document, and try loading it again.
- 3 Choose the proper resolution and contrast by pressing **Resolution** and **Rcv.Mode/Contrast** respectively.



Acceptable documents

		Single sheet	2 or more sheets
Document size	Maximum	216mm (W) x 356mm (L) ^a	216mm (W) x 297mm (L)
	Minimum	148mm (W) x 128mm (L)	
Effective scanning width		210mm	
Number of sheets which can be loaded at a time		-	Up to 15
Thickness of document		0.07mm ~ 0.15mm	0.075mm ~ 0.12mm
Paper quality		Uncoated on both sides	

a. When sending a document that is longer than 356 mm, you must immediately take out each sheet as soon as it has been scanned. Otherwise, the document may jam.

For multiple sheets, all pages of the document must be the same size and paper type.

DO NOT try to send documents that are:

- wet
- covered with wet ink or paste
- wrinkled, curled, or folded
- too thin (less than 0.07mm thick-onionskin, airmail paper, etc.)

- *too thick (more than 0.15mm thick)*
- *chemically processed (pressure-sensitive paper, carbon-coated paper, etc.)*
- *coated (glossy, etc.)*
- *too small or short (such as a label, voucher, etc.)*
- *made of cloth or metal*

To send these documents, use an office copier to make a photocopy first, and then send the copy.

Setting document resolution and contrast

We recommend you send documents printed using a typewriter, felt tip pen, black ink, or Laser-Writer. The paper should be white or very light, and of normal weight not cardboard.

Blue lines on a ruled pad don't fax well. For more information on what kind of paper you can use for documents, see "Acceptable documents" on page 3.2. When you send/copy normal documents, you need not adjust the resolution and the contrast. If you send/copy documents with unusual contrast characteristics, including photographs, you can adjust the resolution and contrast to send a high-quality transmission of the documents.

To adjust the resolution and contrast

- 1 Turn the page face down and insert it into the document feeder.

For more information, see "Loading documents" on page 3.2.

- 2 Press **Resolution** as many times as you want to adjust the sharpness and clarity.

- STANDARD works well for printed or typewritten originals with normal-sized characters.
- FINE is good for documents containing a lot of detail.
- SUPER FINE works well for documents containing extremely fine detail. SUPER FINE only works if the remote machine also has the SUPER FINE feature.
- SUPER FINE mode is not used when sending documents scanned into memory (i.e., Broadcasting and Delayed Fax).
- If you are sending documents using the memory (broadcasting, delayed tx, send polling or toll save), SUPER FINE will be changed back to FINE even though you selected SUPER FINE. However, in case you are sending in the Hook-off state, you can select SUPER FINE.

- 3 Press **Rcv.Mode/Contrast** as many times as you want to adjust the darkness.

- NORMAL works well for normal handwritten, typed, or printed documents.
- LIGHTEN works with very dark print.
- DARKEN works with light print or faint pencil markings.
- PHOTO is used when faxing photographs or other documents containing colour or grey shades.

When Photo is chosen, the STANDARD Resolution is automatically set to FINE.

- After sending/copying is executed, resolution/contrast automatically returns to default.

Sending a fax manually

- 1 Turn the page face down and insert it into the document feeder.
For more information, see "Loading documents" on page 3.2.
- 2 Enter the number of the remote fax machine by using the number keypad.
- 3 Press **Start/Enter** to start a transmission.
 - *The transmission will start either after scanning into the memory or immediately without scanning, according to the option of "Send From Memory" on page 5.7.*

Sending a fax automatically

To send a fax automatically, you must have already stored numbers into memory. To learn how to register One-Touch dial or Speed dial, see "Storing a number for One-Touch dialling" on page 2.2.

- 1 Turn the page face down and insert it into the document feeder.
For more information, see "Loading documents" on page 3.2.
- 2 To One-Touch dial, press a One-Touch button. If you are Speed dialling, press **Speed** and enter a two-digit location number, and then press **Start/Enter**.
 - *The machine scans the document into memory and begins to transmit. If you turned off the Send From Memory option, the machine will first dial and send.*
 - *You can set your machine to print out a Confirmation report automatically. For more information, see "Sending Confirm" on page 5.7.*

Automatic redial

When you send a fax, if the number you have dialled is busy or there is no answer, the machine will attempt to redial the number every three minutes up to two times.

Before redialling, the display shows **To redial now, press Start/Enter**.

If you want to redial the number immediately, press **Start/Enter**.

Or, press **Stop/Cancel** to cancel redialling and then the machine returns to Standby mode.

Receiving a fax

Before you receive a fax, be sure to load one of the supported paper sizes for receiving faxes. For information on what paper types you can use, see "Paper type and sizes" on page 1.6.

Reception modes

Your fax machine has various reception modes; FAX, TEL, AUTO, TAM and DRPD. For DRPD Mode, see "DRPD Mode" on page 5.8.

The following chart describes how each reception mode works:

Reception mode	How it works	Reference section
FAX	The machine answers an incoming call and immediately goes into receive mode, expecting a fax to be received.	"Receiving in FAX mode" on page 3.5.
TEL	The automatic fax reception is turned off. You can receive a fax only by manually pressing Start/Enter .	"Receiving in TEL mode" on page 3.6.
AUTO	Your fax machine will answer faxes automatically after the number of rings you specify. If the machine does not pick up a fax signal, it will give another ringing tone to tell you it is a phone call. You should lift the handset to answer the call. If you do not pick up the handset on your fax machine, it will switch to the automatic reception mode.	"Receiving in AUTO mode" on page 3.6.
TAM	You have to have an answering machine attached to the EXT line socket on your fax machine. When the phone rings, the attached answering machine answers and stores the caller's message if they leave one. If your machine senses a fax tone on the line, the call automatically switches over to fax receive mode.	"Receiving in TAM mode" on page 3.6.

If you rarely use the fax line for voice conversation, set the machine to receive faxes automatically by selecting either FAX or AUTO mode.

Receiving in FAX mode

To set the machine to FAX mode, press **Rcv.Mode/Contrast** repeatedly until **Fax Mode** is displayed.

- In Standby mode, *FAX* appears in the right hand corner of the display.
- When you get a call, the machine answers after the second ring, and receives the fax automatically. When reception is complete, the machine returns to Standby mode.
- If you want to change the 'Rings to Answer' option, see "Rings To Answer" on page 5.7.

Receiving in TEL mode

To set the machine to TEL mode, press **Rcv.Mode/Contrast** repeatedly until **Tel Mode** is displayed.

In Standby mode, TEL appears in the right hand corner of the display.

- 1 Pick up the handset and answer it when the telephone rings.
- 2 Press **Start/Enter** if you hear a fax tone, or if the person on the other end asks you to receive a document. Be sure there is no document loaded, or the document will be sent to the caller's fax showing **TX** in the display.
- 3 Hang up the handset.

Receiving in AUTO mode

To set the machine to AUTO mode, press **Rcv.Mode/Contrast** repeatedly until **Auto Mode** is displayed.

- *In Standby mode, AUTO appears in the right hand corner of the display.*
- *When a call comes in, the machine answers it. If a fax is being received, the machine goes into receive mode. If the machine does not sense a fax signal, it will continue ringing to tell you it is a phone call. You should pick up the handset to answer the call, or it will switch to automatic reception mode, after approximately 25 seconds.*

Receiving in TAM mode

To use this receiving mode, you need to have an answering machine attached. To set the machine to TAM mode, press **Rcv.Mode/Contrast** repeatedly until **TAM Mode** is displayed.

In Standby mode, TAM appears in the right hand corner of the display.

- *When a call comes in, the answering machine answers and stores the caller's message if they leave one. If the machine detects a fax signal, it goes into receive mode.*
- *If you have set your machine to TAM mode and your answering machine is switched off, or the answering machine is not connected to your fax machine, the machine will automatically go into receive mode after several rings.*
- *If your answering machine has a 'User-Selectable Ring Counter', set the machine to answer an incoming call in less than 4 rings.*
- *If the sound level of the call is too low due to a poor phone connection, the fax machine or answering machine may not work properly.*
- *When you set the machine to TEL mode and you have an answering machine attached, you must make sure you switch off the answering machine, or, the outgoing message will interrupt your phone conversation. Not all answering machines will work with your fax machine.*
- *When your answering machine answers an incoming call, it records a fax tone until it realizes it is a fax coming through. Due to this, your answering machine may tell you a voice message has been left, even when it is actually a fax.*

Receiving in DRPD mode

DRPD stands for Distinctive Ring Pattern Detection, which is a telephone company service. It enables a user to use a single telephone line to answer several different telephone numbers. To receive a fax in DRPD mode, you should first set DRPD and activate it. Once you have activated DRPD mode it can be one of the receiving modes which can be selectable by pressing the **Rcv.Mode/Contrast** button as FAX, TEL, TAM and AUTO. To set up DRPD, see "DRPD Mode" on page 5.8.

Press **Rcv.Mode/Contrast** repeatedly until **DRPD Mode** appears in the display.

- Now, the machine will manage faxes and call as programmed.
- In Standby mode, DRPD appears in the right hand corner of the display.

DRPD must be set up again if you reassign your fax number, or connect the machine to another telephone line. After DRPD has been set up, call your fax number again to verify that the machine answers with a fax tone, then have a call placed to a different number assigned to that same line to be sure the machine answers the normal phone call.

Receiving via an extension telephone

If you have an extension phone connected to your machine, you can remotely control your fax machine to start receiving.

- 1 Answer the call on the extension phone.
- 2 Press ***9*** (remote receive start code) in sequence when you hear a fax tone.
 - Your fax machine detects the code and starts to receive the document.
 - The code is preset at the factory. The first and the last asterisks are fixed, but you can change the middle digit to whatever you prefer 0 through 9. For more information, see "Rcv. Start Code" on page 5.7.
- 3 Hang up the phone when your fax machine starts to receive.

Voice Request

If you need to speak to the person after sending or receiving a fax, you can use Voice Request feature to alert the person at the remote site that you want to talk to him/her. You can also respond to a Voice Request made at the remote end.

Making a Voice Request

- 1 Press **OHD/V.Req** while a document is being sent or received.
 - A Voice Request signal is sent to the remote fax machine after the document has been sent or received. If the other person does not answer your request, your fax machine automatically hangs up and returns to Standby mode.
 - If the remote fax machine doesn't have the Voice Request feature, you cannot make a Voice Request.
 - You can cancel a Voice Request by pressing **OHD/V.Req** again while you are sending or receiving a document.
- 2 Pick up the handset and answer it when the phone rings.
- 3 Hang up the phone when you're finished.

Answering a Voice Request

Remote party can also make a Voice Request to talk to you if they have a Voice Request feature. If the fax machine rings, follow this procedure:

- 1 **Pick up the handset and answer it** when the phone rings after sending or receiving a fax. If you don't answer the Voice Request, the machine prints out the number, date, and time when the request was made.
- 2 Hang up the phone when you're finished.



Chapter 4

Advanced Fax

In this chapter, you will learn how to use the advanced fax features of your machine. For example, how to send the same documents to many different locations (Broadcasting) or how to set up your machine to send faxes at a preset time (Delayed Fax).

Broadcasting

With Broadcasting you can programme your machine to automatically scan and send documents to a number of different recipients. The documents are automatically erased from memory when Broadcasting is finished.

- 1 Turn the document face down and feed it into the machine.
- 2 Press **Advanced Fax**.
- 3 Select **Set Broadcasting** by pressing **< or >**, and press **Start/Enter**.
- 4 Enter the fax number.
 - You can use any Auto Dial key (such as One-Touch, Group dial, or two-digit Speed dial location number), or enter the number through the number keypad.
 - You can enter 10 fax numbers into one job.
 - If you are using Group dial, it should be primarily used.
- 5 Press **Start/Enter** when the correct number appears in the display.
 - If you have more destinations, use the **< and >** to select **Y** and press **Start/Enter** when asked **Another? Y/N** and repeat steps from 4.
- 6 If you have finished entering all the numbers, answer **N** and Press **Start/Enter**.
 - The document will be scanned into memory before transmission, and be sent at the programmed time.

Toll Save

You can set your machine to send a fax at a later time when you will not be present. Normally it is cheaper to send a fax at night because telephone rates are lower than they are during the day. Therefore you can use Toll Save to save money.

To use Toll Save, you first set the Toll Save time at what time the fax to be sent.

Setting up Toll Save time

- 1 Press **Menu** and select **SETUP SYSTEM** by pressing **< or >**.
- 2 Press **Start/Enter**
- 3 Press **< or >** to select **TOLL SAVE TIME**.
- 4 Enter the time in 24-hour format.
 - For example, enter 2230 for 10:30 PM.
 - If you set a time earlier than the current time, the document(s) will be sent at that time on the following day.
- 5 Press **Start/Enter** when the time appears correctly in the display.

Activating Toll Save

Once you've set up Toll Save Time, you are ready to use Toll Save. Your machine can hold only one Toll Save job at one time, which can include many destinations in it.

- 1 Turn the document face down and feed it into the loading slot.
- 2 Press **Toll**.
If **Set Toll Save Time In SETUP SYSTEM** appears in the display, see "Setting up Toll Save time" on page 4.2.
- 3 Enter the number of the remote machine when you are prompted by **TEL**:
 - You can use any Auto Dial key (such as One-Touch, Group dial, or two-digit Speed dial location number), or enter the number through the number keypad.
 - You can enter 10 fax numbers into one job.
 - If you are using Group dial, it should be primarily used.
- 4 Press **Start/Enter** when the number appears in the display.
 - If you have more destinations, use the < and > to select **Y (Yes)** and press **Start/Enter** when asked **Another? Y/N** and repeat steps from 3.
 - If you have finished entering all the numbers, answer **N (No)** and press **Start/Enter**.
- 5 The document will be scanned into memory and waits for the time.
The display will switch current time and Toll Save Time.
(For example: 11-DEC 22:05 FAX <-> TOLL SAVE 23:03)
 - If the scanned pages fill up the remaining memory, your fax machine will display **MEMORY FULL**.
Memory has become full while scanning a document. Press **Start/Enter** to send the scanned pages only. To cancel the job press **Stop/Cancel** and try again when memory becomes available, or split the new document into smaller parts.

Cancelling a Toll Save Job

Before the time to Toll Save activates, you can cancel Toll Save job.

- 1 Press **Toll**.
The display shows **Cancel Job? Y/N**.
- 2 Select **Y** or **N** by pressing < or > and press **Start/Enter**.
 - If you select **Y**, the job in memory is deleted.
 - If you select **N**, the job remains in memory.

Delayed fax

You can set your machine to send a fax at a later time when you will not be present. Normally it is cheaper to send a fax at night because telephone rates are lower than they are during the day.

- 1 Turn the document face down and feed it into the machine.
- 2 Press **Advanced Fax**.
- 3 Select **Set Delayed Fax** by pressing **< or >**, and press **Start/Enter**.
- 4 Enter the fax number.
 - You can use any Auto Dial key (such as One-Touch, Group dial, or two-digit Speed dial location number), or enter the number through the number keypad.
 - You can enter 10 fax numbers into one job.
 - If you are using Group dial, it should be primarily used.
- 5 Press **Start/Enter** when the number appears in the display.
 - If you have more destinations, use the **< and >** to select **Y'** and press **Start/Enter** when asked **Another? Y/N** and repeat steps from 4.
 - If you have finished entering all the numbers, answer **N'** and press **Start/Enter**.
- 6 Enter the name if you want to name the transmission.
If not, skip this step.
- 7 Press **Start/Enter**.
- 8 Enter the time the transmission starts, in 24-hour format.
 - For example, Enter 2230 for 10:30 P.M.
- 9 Press **Start/Enter** when the time appears correctly in the display.
 - The document will be scanned into memory before transmission, and be sent at the programmed time.

Polling

Polling enables you (or a remote fax machine) to retrieve a document. This is useful when a person who has a document to be sent is leaving the office. The person who wants to receive the document at a later time places a call to the machine holding the original, and requests that the document be sent. In other words, it "requests" the machine holding the original.

Setting polling send

You can programme your fax machine to send documents in your absence when it is requested by a remote fax machine.

- 1 Turn the document face down and feed it into the machine.
- 2 Press **Advanced Fax**.
- 3 Select **Set Polling Send** by pressing **< or >**, and press **Start/Enter**.

- 4 Enter the poll code and press **Start/Enter**.
 - The poll code is used to prevent your document from being retrieved by the unauthorised caller.
 - Your machine starts scanning the document(s) into memory and shows **POLLING SEND** in the display. If the receiving mode was **TEL**, the machine changes it to **FAX** mode automatically for being polled.
 - The poll code is preset to **0000** at the factory, which represents no poll code.
 - When it is polled, the page in memory will be deleted automatically.
To cancel Send Polling, see "To cancel a scheduled job" on page 4.5.

Setting receive polling

- 1 Lift the handset or press **OHD/V.Req** and enter the telephone number of the remote machine which is in Send Polling state.
- 2 Press **Advanced Fax** when you hear a fax tone from the remote machine.
 - The display shows **To poll documents press Start/Enter**.
- 3 Press **Start/Enter**.
- 4 Enter the Poll Code to retrieve the document, and press **Start/Enter**.
 - The machine starts to receive document and prints.

Not all fax machines have polling capability, and polling incompatibility sometimes occurs between fax machines made by different manufacturers.

To cancel a scheduled job

All scheduled jobs remain in memory after they have been set. Cancel unnecessary scheduled jobs to make more memory available.

- 1 Press **Advanced Fax**.
- 2 Select **Cancel Schedule** by pressing < or >, and press **Start/Enter**.
- 3 Select the reserved transmission you want to cancel by pressing < or > repeatedly.
- 4 Press **Start/Enter** to cancel the selected schedule.

Forwarding a fax

While you are away from your home or office, you do not have to miss important faxes. Your machine can forward any faxes it receives to a fax machine at your new location, and it can print a copy for you to review when you get back as well.

- 1 Press **Fax Forward**.
The display shows **Off**, **Forward** or **Forward & Print** whenever you press < or >.
 - **Off**: disables fax forwarding
 - **Forward**: forwards a fax to your new location
 - **Forward & Print**: forwards it to your new location and prints the fax

- 2** Press **Start/Enter** after selecting **Forward** or **Forward & Print** by pressing **<** or **>**.
- 3** Enter the fax number through the number keypad.
The display will show **Start Date & Time**.
- 4** Press **Start/Enter** and enter the time to start.
 - *When entering the date and time, the format should be the same as when you first set up the machine's date format. To learn about date format, see "Setting date and time" on page 1.8.*
 - *If you enter a wrong time, the machine will beep and asks for the time again.*
- 5** Press **Start/Enter**.
The display will show **End Date & Time**.
 - *If the time to end is the same as the start time, Invalid Time will show with a beep, and asks for the time again.*
- 6** Enter the end time and press **Start/Enter**.
The machine returns to Standby mode and **FWD** appears in the display when the Fax Forward start time is reached. Every fax received will be forwarded to your new location till the end time.



Chapter 5

Special Features

Inserting a pause

With some private telephone systems, you must dial an access code (9, for example) and listen for a second dial tone before dialling an outside number. In such cases, you need to insert a pause in the number when you are registering Auto Dial such as a One-Touch or Speed dial number.

If you are asked for the number when setting up Auto Dial, follow this procedure:

Press **Redial/Pause** to insert a pause while entering the number.

- A 'P' is inserted at the point where you pressed **Redial/Pause**. If you need a longer pause, press **Redial/Pause** as many times as you want.

Using Recall (R or Flash)

The name of this button (**Recall**) differs depending on your country. The **Recall** button is equivalent to R or Flash.

If you do not have a special service that uses the switch-hook signal, do not press **Recall** during a call. If you do, you could disconnect the line.

If you get a call and you want to transfer it to someone else, press **Recall** and dial the number of that other person. This may not work with some phone systems. Refer to your telephone's instruction manual for more information. The recall is of the "Time break" type.

- 1 Press **Recall** when you are on the telephone.
- 2 Enter the phone number to transfer it to someone else.
 - In UK, you may have some problems when you try to use BT services.
- 3 Hang up the handset when the person answers.

Using Caller ID

Many countries have the Caller ID system which enables the receiver to view the numbers or names of callers. Once you have subscribed to Caller ID services, your machine can display caller information. To switch the Caller ID feature on:

- 1 Press **Menu** repeatedly until **SETUP SYSTEM** appears, and press **Start/Enter**.
- 2 Select **Caller ID** by pressing < or >, and press **Start/Enter**.
- 3 Choose the desired option, and press **Start/Enter**.
 - **On**: Activates the Caller ID feature.
 - **On /w Junk Fax**: Activates Caller ID and ignores any fax registered as a junk fax (see "Registering/deleting junk fax numbers" on page 5.5.)
 - **Off**: Deactivates the Caller ID feature.

Sound setup

You can adjust both the alarm and key volume levels.

- 1 Press **Menu** repeatedly until **SETUP SOUND** appears, and press **Start/Enter**.
 - The display shows the type of volume you can choose.
 - The display shows the two options you can adjust: **Alarm Sound** and **Key Sound**.
- 2 Press **<** or **>** to select the volume type you want, and press **Start/Enter**.
- 3 Select **On** or **Off** and press **Start/Enter**.
- 4 If you selected **Off**, the alarm or key click does not make any sound.

Chain dialling

When using special computer services, such as alternate long distance carriers, credit card calls, or bank-by-phone, you must dial the telephone number of the service and wait for the computer to answer before continuing. The length of time before the computer answers can vary, so using a pre-programmed pause after a service number is not advised.

However, you can store your ID number, for example, in one memory location, and the rest of the information, such as your card number, in another memory location.

Dial the phone number of the special service first. Then, when the service answers, dial the rest of the information, such as a long-distance number. We call this procedure Chain Dialling.

- 1 Lift the handset and place a call to the service.
- 2 Press a One-Touch button holding the additional information, when the computer answers.
 - Speed dial and Group numbers cannot be used for Chain Dialling.

User reports

Your fax machine can print reports containing useful information – Scheduled Info, System Data, Help report, etc.

To print a report

- 1 Press **Report/Help**.
- 2 Choose the report you want by using < or >.
- 3 Press **Start/Enter** when the desired report is displayed.

The selected report will be printed. The available reports are shown below:

Report name	Content	How it prints
Help List	This report covers the machine's basic functions and commands. It can also be used as a quick reference guide.	Manual
Sent Journal and Received Journal	These reports show information concerning the transmission and reception activities. They can be printed on command or if the machine is set to do so. They will automatically print after every 40 transmissions or receptions.	Manual /Automatic
Phonebook	This report shows all of the numbers currently stored in the fax machine's memory such as One-Touch, Speed dial and Group dial.	Manual
Sending Confirm	This report shows the fax number, the number of pages, elapsed time of the operation, the communication mode, and the communication results. Set up your machine as described in "Sending Confirm" on page 5.7 to automatically print the confirmation report.	Manual /Automatic
Schedule Inform	This report shows the document currently stored for Delayed FAX and Polling Send along with the operation number, starting time and type of operation, etc.	Manual
System Data	This report shows the status of the user options. After you have changed any setting, print this report to check your changes.	Manual
Caller ID	This report shows the information of the most recent 30 callers who have called your machine.	Manual
Junk Fax	This report shows the 20 telephone numbers which are marked as junk fax numbers.	Manual
Print Fax	Your machine stores the most recently received fax information in memory until it is full so that you can print it later if you need to. For more information, see "Re-printing faxes" on page 5.5.	Manual
Multi-Communication	This report prints automatically if you have faxed documents to more than one location by using Broadcasting.	Automatic ^a
Power Fail Report	If experience a power failure, this report is printed automatically when power is restored, to notify you that there was a power failure. This report prints only when there was any scheduled job such as Delayed FAX or Send Poll, received job.	
Call Back Message	This report is printed automatically when you do not respond to a remote operator's Voice Request.	

a. These reports are not user-selectable.

Re-printing faxes

You may sometimes need to re-print a received fax. Your machine stores the most recently received faxes in memory. As this memory is filled, old faxes that have been printed will be erased to make room for new faxes. To access this facility:

- 1 Press **Report/Help**.
- 2 Press **< or >** to choose **Print Fax**, and press **Start/Enter**.
 - If there are only old faxes, the machine will automatically print and returns to Standby mode without moving to the next step.
 - If there are no faxes in memory, the machine will inform you by displaying **Memory Empty**.
- 3 Select between **Print New Fax** or **Reprint Old Fax** and press **Start/Enter**.
 - **Print New Fax**: The machine prints all new faxes which have never been printed.
 - **Reprint Old Fax**: The machine prints all old faxes which have been printed.

Registering/deleting junk fax numbers

Provided you have entered a junk fax number and activated the Caller ID option by selecting **On /w Junk Fax**, your machine will not receive any faxes from those entered numbers. To set up the Caller ID, see "Using Caller ID" on page 5.2.

The LCD displays the first eight digits of a number, to view entire numbers it is recommended to print the Caller ID report when adding/deleting the junk fax numbers.

Entering junk fax setup mode

- 1 Press **Menu** repeatedly until **SETUP SYSTEM** appears, and press **Start/Enter**.
- 2 Select **Set Junk Fax No.**
- 3 Press **Start/Enter** and follow the instructions below depending on the setup type.

To add a number

- 1 Choose **Add** and press **Start/Enter**.
 - The machine shows the first CID (Caller ID) number.
- 2 Select the CID number you want to register as a junk fax, and press **Start/Enter**.
 - You can scroll to the next one by pressing **< or >**.
 - You can enter up to 20 numbers. Numbers which have already been entered as a junk numbers are marked by '*' at the end of the display.

To delete a number

- 1 Choose **Delete** and press **Start/Enter**.
 - The machine shows the first junk number.
- 2 Select the junk fax number you want to delete, and press **Start/Enter**.
 - You can scroll to the next one by pressing **< or >**.

Clearing memory

You can selectively clear information stored in your machine's memory.

1 Press **Menu** repeatedly until **MEMORY CLEAR** appears, and press **Start/Enter**.
The display shows the type of information you can clear from memory.

2 Select what you want to delete by pressing **<** or **>**, and press **Start/Enter**.

3 Select 'Y' and press **Start/Enter** when the machine asks if you are sure.

- The types of information you can clear are:

Item	It will
System ID	Delete your system ID.
Dial/Schedule	Clear the stored numbers in the Phonebook. In addition, all the Scheduled Jobs are also cancelled.
Journal	Clear all records of transmissions and receptions.
Default System	Restore user-selectable options to factory default value.

User options

Your fax machine has various user-selectable features. These options are preset at the factory, but you may need to change them. To find out how the options are currently set, print the System Data List. For more information on printing a report, see "To print a report" on page 5.4.

Setting system option

The System Setup includes settings related to fax operation.

- 1 Press **Menu**.
- 2 Select **SETUP SYSTEM** by pressing **<** or **>**.
- 3 Press **Start/Enter** to enter specified Setup mode.
- 4 Scroll up or down by pressing **<** or **>** to select the option you want to change.
- 5 Press **Start/Enter** when the option you want appears in the display.
- 6 Press **<** or **>** to choose the desired status.
- 7 Press **Start/Enter** for the status you want.
 - To exit Setup mode at any time, press **Stop/Cancel**.
 - When you press **Stop/Cancel**, the machine stores the options you've changed, and returns to the Standby mode.

System setup options

The chart below shows the options in the left column and their suboptions in the right column.

When you have entered System Setup, now you can see one of the options in the display by selecting < or >. The right column shows the suboptions belonging to the options.

Option	Suboption
Language	There are 7 languages you can use for display and report. The languages are: English, German, French, Italian, Spanish, Portuguese and Dutch.
Sending Confirm	A confirmation report shows whether the transmission was successful or not, how many pages were sent, etc. Choose ON to print a confirmation report automatically each time you send a fax. Choose OFF not to print whatever the result is. Choose ERROR to print only when an error occurs, and the transmission was unsuccessful. Note that a confirmation report of a memory transmission includes the Image TCR (Transmission Confirmation Report) which shows the image of the first page with the various information depending on the value you made as described in "Image TCR" on page 5.8
Paper Size	Select the paper size you will use for fax receive, and copying.
Auto Reduction	When receiving a document as long as or longer than the paper loaded, the machine can reduce the data to fit your paper. If the fax machine cannot fit the data into one page with this feature enabled, the data is divided and printed in actual size on two or more sheets.
Discard Size	If you turn the Automatic Reduction feature off, you can set the fax machine to discard any excess image at the bottom of the page when receiving a document as long as or longer than the paper loaded in your machine. If the incoming fax is out of the margin you have set, it will be printed on two sheets of paper. Enter the desired Discard Size in millimetres.
Rings To Answer	You can select the number of rings before answering an incoming call. If you are using your machine as both a telephone and a fax machine, we suggest you set the ring count to at least 4 to give you time to answer.
Rcv. Start Code	The Rcv. Start Code (Remote Receive Start Code) allows you to start fax receive from an extension phone plugged into the EXT socket or equivalent. If you pick up the extension phone and hear a fax tone, enter the Rcv. Start Code and the fax will start to receive. The code is preset to *9* at the factory. Enter the desired code from 0 to 9.
ECM Mode ^a	This mode compensates for poor line quality and ensures accurate, error-free transmission with any other ECM-equipped facsimile machine. If the line quality is poor, transmission time may be increased when ECM is enabled.
Send From Memory	This determines how to transmit the document manually. If it is on, the machine will scan documents into memory and then send a fax. If it is off, the machine will first dial and send. If you have selected the SUPER FINE resolution while this option is on, the machine will directly start a transmission without scanning into the memory.
Caller ID ^b	You can see the number of the person calling you. Before using the Caller ID feature, Caller ID service must be installed on your telephone line by the telephone company. For more information, see "Using Caller ID" on page 5.2.

Option	Suboption
Set Junk Fax No.	You can prohibit your machine from uncertified or unwanted junk faxes like spam mail. To add a number as a junk fax you should have at least one Caller ID detected by the machine. Even though you have added junk fax numbers, if you disable the caller ID feature, the junk fax feature will also be disabled. For more information, see "Registering/deleting junk fax numbers" on page 5.5.
Auto Journal	A journal report shows the specific information concerning transmission or reception activities, the time and date of the most recent 40 transmissions or receptions.
DRPD Mode^c	DRPD (Distinctive ring) is a service provided by some telephone companies that assigns two phone numbers to one phone line, each of which makes your phone ring differently. If you subscribe to this service, you can program your machine to learn one phone number and distinctive ring for incoming faxes. As the display shows, call this fax from another fax machine. The machine will learn the ring pattern and displays DRPD OK! when finished. Now, you can use the Rcv.Mode/Contrast to select DRPD receiving mode.
Remote Test	This lets the service center check the status of your machine to find out if there is anything wrong.
Resolution	Sets the default resolution when copying and faxing.
Contrast	Sets the default contrast when copying and faxing.
Image TCR	You can prevent the Image TCR from being included in the confirmation report for privacy or security protection.
Toll Save Time	To use Toll Save, you first set the Toll Save time at what time the fax to be sent. For more information, see "Toll Save" on page 4.2.
Dial Mode^d	Set the dialling mode to the type of the exchange to which you are connected.
Behind PABX^d	If your machine is connected to a line from a PABX (Private Automatic Branch eXchange), you need to enable this option by selecting On .

a. Error Correction Mode

b. This option may not work when connected to a PABX.

c. Distinctive Ring Pattern Detection

d. One or more options may not appear in the display depending on your country. If so, it is not applicable to your machine.



Chapter 6

Care and Maintenance

Cleaning the document scanner

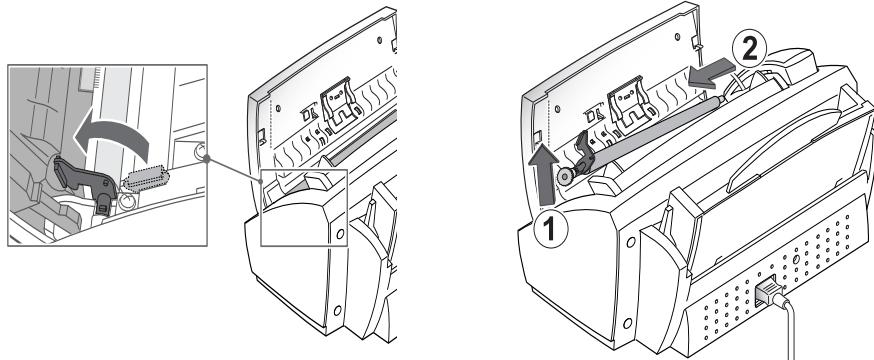
To keep your machine working properly, occasionally clean the White Roller, ADF Rubber, and the Scanning Glass. If they are dirty, documents sent to another fax machine won't be clear.

If you turn the power off to clean the scanner, documents stored in memory will be lost.

1 Open the Control Panel.

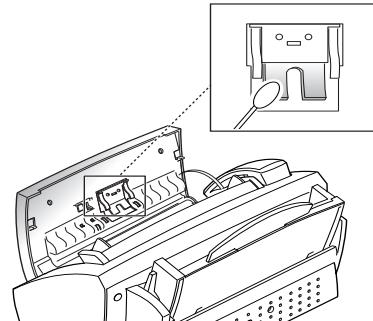
2 Remove the White Roller.

- At the right-hand end of the White Roller there is a bushing that is secured with a small tab.
- Push the tab slightly inward, then rotate towards you. Then pull up the right-hand part to take it out.



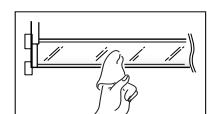
3 Wipe the roller surface with a soft cloth dampened with water.

4 Clean the ADF Rubber piece at the back of the Control Panel, too.

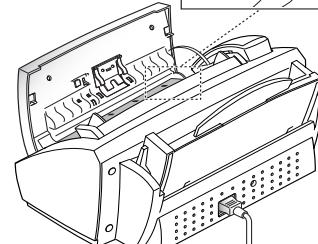


5 Carefully wipe the Scanning Glass with a soft, dry cloth.

- If the glass is very dirty, first wipe it with a slightly dampened cloth, then with a dry one.
- Be careful not to scratch the glass surface.



6 Replace the roller in reverse order, and then close the Control Panel firmly until it clicks into place.



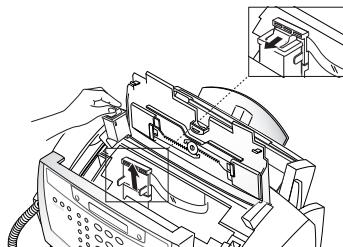
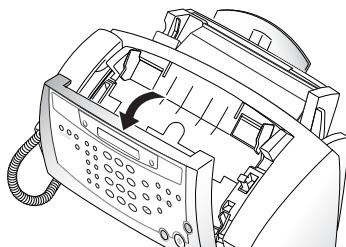
Replacing the print cartridge

When you notice that the print becomes light or **Ink Low. Install new ink cartridge** appears in the display, replace the print cartridge.

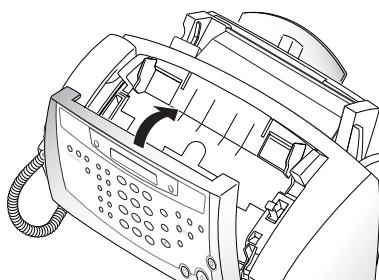
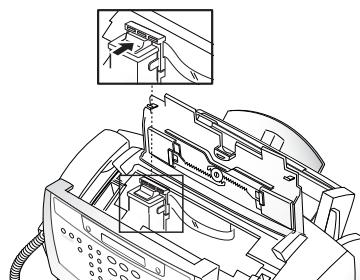
The part number for a replacement cartridge is INK-M55.

The replacement cartridge will have a higher ink volume than the one supplied with your machine.

- 1 Prepare a cartridge.
 - Take out a cartridge from its packaging and carefully remove the tape covering the printhead.
 - Hold the cartridge by the coloured top or black areas only. Do not touch the copper area.
- 2 Press **Cartridge**. The Cartridge Carrier moves to the install position.
- 3 Open the Control Panel and Cartridge Compartment cover.
- 4 Push down on the cartridge and at the same time pull it towards the front of the machine. It will click out of the carrier and remove it from the machine.



- 5 To load the cartridge insert the cartridge below the metal clip and pointing down at the front. When the cartridge is pushed to the back of the cartridge carrier lift the front of the cartridge up until it CLICKS into place.
 - If the cartridge moves loosely in the Carrier, it has not clicked into place. Repeat this step.



- 6 Replace the Cartridge Compartment Cover and Control Panel.
- 7 Press **Start/Enter**.
- 8 Press 1 for new cartridge, or 2 for the old one.
 - If you selected **1:New**, an alignment form will be printed.
 - When you put in a new cartridge, you should only choose **1:New**.
 - When you put in a used cartridge, choose **2:Used**. This helps when estimating the correct amount of ink you have left.
 - If you mix up several used cartridges, it is not possible to check the correct amount of remaining ink. Once you have put in a new cartridge, use it until it is completely exhausted.
- 9 If you have selected **1:New**, enter the number which represents the straightest line, and press **Start/Enter**. Otherwise, the machine finishes the cartridge installation.

Cleaning the printhead

If the nozzles seem to be clogged and characters are not printing completely, clean the printhead as described below:

- 1 Press **Menu** repeatedly until **MAINTENANCE** appears, and press **Start/Enter**.
- 2 Scroll to **Clean Head** by pressing < or >, and press **Start/Enter**.
- 3 Examine the printed test pattern.
 - If print quality does not improve, reinstall the cartridge and repeat **Clean Head**.
 - If the line is still broken, wipe the nozzles and contacts.
For more information, see "Wiping the print nozzles and contacts" on page 6.5.

Aligning the printhead

When vertical lines don't seem to be straight or you want to improve the print quality, you may need to align the cartridge.

- 1 Press **Menu** repeatedly until **MAINTENANCE** appears, and press **Start/Enter**.
- 2 Scroll to **Align Head** by pressing < or >, and press **Start/Enter**.
 - The machine prints a form.
- 3 Enter the number which represents the straightest line, and press **Start/Enter**.

Ink level view

Your machine allows you to check the estimated amount of ink remaining.

To view the current ink level:

- 1 Press **Menu** repeatedly until **MAINTENANCE** appears, and press **Start/Enter**.
- 2 Scroll to **View Ink Level** by pressing < or >, and press **Start/Enter**.
 - The machine displays a fractional number. For examples, '1/8' means that ink is low and you need to replace the cartridge. '8/8' means that a new cartridge is installed.

Shading adjustment

The shading is adjusted at the factory. If, however, you drop and damage your machine while moving, we recommend you adjust shading for optimized lightness.

To adjust shading, do as follows:

- 1 Press **Menu** repeatedly until **MAINTENANCE** appears, and press **Start/Enter**.
- 2 Scroll to **Adjust Scanner** by pressing < or >, and press **Start/Enter**.

- 3 Load a plain WHITE sheet of paper (no writing or graphics) into the loading slot, and press **Start/Enter**.
 - The machine starts to scan the document to adjust shading.
 - Printing quality may be unexpectedly worse if you do not use a plain WHITE paper for the adjustment.

Self testing

When you want to test if the machine is working correctly, you can check it by running self test.

- 1 Press **Menu** repeatedly until **MAINTENANCE** appears, and press **Start/Enter**.
- 2 Scroll to **Self Test** by pressing < or >, and press **Start/Enter**.
 - The machine runs a self test and prints a report which shows the current status of the machine.

Print cartridge maintenance

The print cartridge life is very dependent on the content of received faxes and copies you make. To increase its life, we recommend you follow the instructions below:

- DO NOT unpack the cartridge until you are ready to use it.
- Store it in the same environment as the printer.
- If you have unpacked the cartridge but are not using it, store it in a storage unit. If you do not have a storage unit, store the cartridge in an airtight plastic bag.
- DO NOT leave it exposed for an extended period.
- DO NOT refill the cartridge. The warranty will not cover damage caused by using refilled cartridges.

Cleaning the Enclosures

Clean the cabinet of the printer with a soft, lint-free cloth. You can dampen the cloth slightly with water, but be careful not to let any water drip onto the printer or inside of it.

- Caution: Cleaning the cabinet of the printer with surfactants containing large amounts of alcohol, solvent or other strong substances can discolor or crack the cabinet.

Cleaning the cartridge

To maintain good printing quality, we recommend you occasionally wipe the Print Nozzles and Contacts as described below:

Wiping the print nozzles and contacts

When the print is not clear or dots are missing, the problem may be caused by dried ink on the:

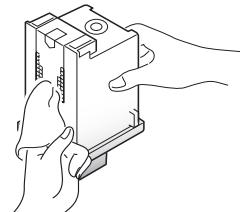
- Print cartridge nozzles
- Print cartridge contacts
- Print cartridge carrier contacts

- 1 Press **Cartridge**.

2 Open the Control Panel and Cartridge Compartment Cover and remove the cartridge.

3 Gently blot and wipe the contacts and nozzles dry.

- Use a clean cloth dampened with water only to gently clean the entire copper-coloured area, including the nozzles and contacts.
- To dissolve any dried ink, hold the damp cloth against the nozzles for about three seconds.



4 Reinstall the cartridge and close the Cover and Panel.

- If you spend a long time cleaning the cartridge, the cartridge carrier may have moved back to the original position.
If so, press **Cartridge** again to move the carrier to the install position.

5 Press 1 for new cartridge, or 2 for the old one.

- If the line is still broken, clean the Cartridge Carrier contacts. For more information, see "Cleaning the cartridge carrier contacts" on page 6.6.

Cleaning the cartridge carrier contacts

Before cleaning these parts, there should be no scheduled job such as Delayed Fax, Send Polling, or faxes received into memory. Once you have unplugged the power cord from the machine, all data will be lost.

1 Press **Cartridge**.

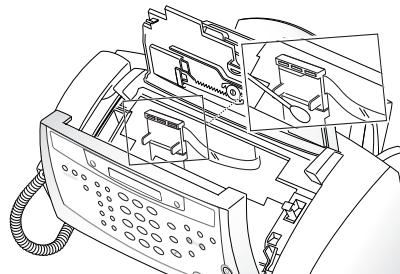
2 Open the Control Panel and Cartridge Compartment Cover and remove the cartridge.

3 Remove the print cartridge.

4 Unplug the power cord from the electrical outlet of the rear of the machine.

5 Clean the Cartridge Carrier contacts with clean and dry cloth.

6 Plug in the power cord and reinstall the cartridge.



Note. Disposal of Used Ink Cartridges

Empty printer ink cartridges still contain residues that may be classed as hazardous materials under some national legislation. Do not break open used cartridges as these chemicals may be harmful to the environment, and to your health if exposed to the skin or eyes.

Used cartridges should not be disposed of with normal wastes and we recommend that you refer to the cartridge manufacturers website for instructions on the safe disposal or recycling of your used cartridge.

If no instructions are available for your cartridge type then please seek guidance from your local authority on recycling or safe disposal facilities in your area.

LCD error messages

Display	Status/Solution	Related to:
Adjust scanner first in Maintenance menu	The shading waveform used as a reference is corrupted. Adjust the scanner to fix this problem as described in "Shading adjustment" on page 6.4.	Scanner
Check white paper document and try again	The scanning level is too low to compare with the reference level. To adjust shading, use a plain white piece of paper.	Scanner
Clean white roller/glass and try again	The scanning level is slightly low, which can affect the image quality. To clean concerned parts, see "Cleaning the document scanner" on page 6.2.	Scanner
Duplicated with [Speed No.xx] The 'xx' indicates the location number.	The same number has already been registered into another speed dial location.	Telephone
Duplicated with [One-Touchxx] The 'xx' indicates the location number.	The same number has already been registered into another One-Touch dial location.	Telephone
Exceeded Job Memory Cancel scheduled job and try again	The broadcasting and delayed fax can hold 10 jobs in total. Cancel a scheduled job and try again.	Fax
Ink Low. Install new ink cartridge	The print cartridge has run out of ink. To install a new Print Cartridge, see "Replacing the print cartridge" on page 6.3. Although this message is displayed, you can make a copy or print a report. But data stored in memory can only be printed once the cartridge has been changed.	Cartridge
Install ink cartridge	Print cartridge is not installed or improperly installed.	Cartridge
Job Not Assigned	You attempted to cancel a scheduled job but there are no jobs scheduled.	Fax
Junk Fax Empty	You attempted to delete a junk fax number when there are no junk fax number.	Fax
Junk Fax Full	The machine can hold 20 junk fax numbers but you tried to add more.	Fax
Load Document	You have tried to send a fax and there is no document loaded into the machine.	Document
Memory Full	Memory has become full while receiving a fax.	Fax
Memory Full Press Start/Enter to continue	Memory has become full while scanning a document. Press Start/Enter to send or copy the scanned pages only. To cancel the job press Stop/Cancel and try again when memory becomes available, or split the new document into smaller parts.	Fax/Copy

Display	Status/Solution	Related to:
Memory Received When it toggles with: Ink Low. Install new ink cartridge	The machine has data stored in memory. Depending on the message do as follows: Replace the print cartridge with a new one.	Fax
Load paper and press Start/Enter	Load the paper, and press Start/Enter . There might be a jam. Clear the jam as described in "Paper jams during printing" on page 6.11.	
Install ink cartridge	Install a print cartridge.	
No answer from remote fax	The other machine has not answered after all your attempts to send a fax.	Fax
No CID Number	The machine could not detect the CID (Caller ID) number.	Telephone
No Dial Number	There is no number in the redial memory, which is successfully dialled up to now.	Telephone
Not Found	The number you are searching does not exist in memory.	Telephone
Number already registered	The number you are trying to register already exists in the phonebook or junk fax list.	Telephone
Number Not Assigned	There is no number assigned to that One-Touch or two-digit Speed number.	Telephone
Poll Code Error	The remote user entered the wrong poll code.	Fax
Poll job exists already	You have already programmed a polling send. Cancel the scheduled job and try again.	Fax
Polling Error Check remote site	The machine you want to poll is not ready to answer your poll. The person you are polling should have loaded their fax machine with a document and be in send poll state.	Fax
Remove jammed document	The document you are sending has jammed in the feeder. To clear the document jam, see "Document jams during transmission" on page 6.11. You tried to copy or fax a document which is longer than 390mm.	Document
System Busy Try again later	There are no available resources to execute the service you requested.	Fax
To redial now, press Start/Enter	The machine is waiting to automatically redial the fax number that was busy or did not answer.	Fax

Fixing Problems

Your problem may be listed in "LCD error messages" on page 6.7. The chart below shows other problems you can solve yourself. If not, call the service company shown in the separate Warranty Card.

Fax problems

Problem	Solution
The machine is not working, there is no display and the buttons are not working.	Unplug the power cord and plug it in again. Check that your socket is live.
No dial tone.	Check that the phone is connected properly. Check the phone socket in the wall by plugging in another phone.
The numbers stored in memory do not dial correctly.	Make sure the numbers are programmed correctly. To print a Phonebook Report, see "To print a report" on page 5.4..
The document does not feed into the machine.	Be sure the document is not wrinkled, and you are putting it in correctly. Check that the document is the right size and not too thick or too thin.
You cannot receive faxes automatically.	Check if TEL appears on the right side of the display. In TEL mode, you cannot receive a fax automatically. Be sure the handset is seated on the cradle properly.
The machine cannot receive faxes manually.	Do not hang up the handset before pressing Start/Enter .
The machine does not send anything.	Check that the document is loaded face down. Send should show up in the display. You may have hung up the handset before you pressed Start/Enter . Check if the machine to which you are sending can receive your fax.
You cannot poll another machine.	The fax machine you are polling may be using a poll code.
The fax you received has blank bits on it.	The machine sending to you may be faulty. A noisy phone line can cause line errors. Check your machine by making a copy.
Spots or lines missing from the fax you receive.	Check if your phone line is noisy. Check if the printhead is clean by making a copy.
You are receiving poor quality copies.	The fax machine sending to you may have a dirty scan glass. Check for a noisy phone line.
Some of the words are stretched on the received fax.	The machine sending to you had a temporary document jam.
Your machine does not make copies.	Make sure your document is loaded face down.
There are lines on copies or documents you send.	Check your scan glass for marks and clean it (see "Cleaning the document scanner" on page 6.2.)
The machine dials a number, but fails to make a connection with a remote fax machine.	The remote fax machine may be turned off, or unable to answer incoming calls. Speak with the remote operator and ask for the problem to be rectified.
You cannot store a document in memory.	There may not be enough memory available to hold the document you want to store. If the display shows a Memory Full message, delete any documents you no longer need, then retry the document.
Blank areas appear at the bottom of each page or on continuation pages, with only a small strip of material printed at the top.	You may have selected the wrong paper settings. To select the proper paper size, see "Paper Size" on page 5.7.

Print quality problems

Problem	Solution
Light or blurred characters.	Check Ink Level View as described in "Ink level view" on page 6.4. If the printer cartridge has completely run out, Ink Low. Install new ink cartridge is displayed. To install a new print cartridge, see "Replacing the print cartridge" on page 6.3. Make sure the print cartridge is installed correctly. To clean the print cartridge, see "Cleaning the cartridge" on page 6.5.
Smudged or dark characters.	Make sure the paper is straight and unwrinkled. Let ink dry before handling the paper. To clean the print cartridge, see "Cleaning the cartridge" on page 6.5.
Characters with white lines.	If Ink Low. Install new ink cartridge is displayed, install a new print cartridge as described in "Replacing the print cartridge" on page 6.3. Remove and reinstall the print cartridge. Clean the print cartridge (see "Cleaning the cartridge" on page 6.5.)
Improperly formed or misaligned characters.	Clean the print cartridge (see "Cleaning the cartridge" on page 6.5.)
Abnormal black horizontal lines	Clean the cartridge carrier (see "Cleaning the cartridge carrier contacts" on page 6.6.)

Paper feeding problems

Problem	Solution
Paper is jammed during printing.	Clear paper jam as described in "Paper jams during printing" on page 6.11.
Paper sticks together.	You can load up to 100 sheets in the ASF (Automatic Sheet Feeder). Check if you overloaded. Humid conditions may cause some paper to stick together.
Paper fails to feed.	Remove any obstructions inside the printer.
Multiple sheets of paper feed.	When loading paper, do not force the paper down into the printer. If multiple sheets have caused a paper jam, clear the paper jam. (see "Paper jams during printing" on page 6.11.)
Paper skews or buckles in the automatic sheet feeder.	ASF can hold up to 100 sheets. Make sure the paper guides do not cause the paper to bow in the bin. When loading paper, do not force it down into the printer.

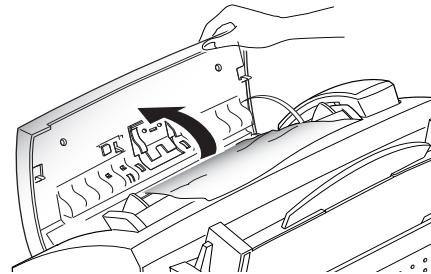
Clearing jams

Document jams during transmission

If a document jams during transmission or copying, **Remove jammed document** appears in the display. DO NOT pull the document out of the slot. Doing so could harm your machine.

To clear document jam:

- 1 Open the Control Panel.
- 2 Carefully remove the jammed document.
- 3 Close the Control Panel firmly until it clicks into place.

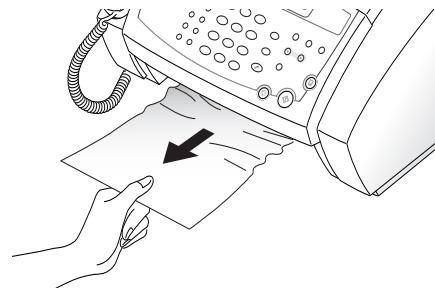


Paper jams during printing

If the fax paper jams while you are receiving or printing, **Remove jammed paper and press Stop/Cancel** appears in the message.

If the paper is jammed in the Received Paper Output Area

- 1 Remove the jammed paper by pulling it out smoothly in the direction of the arrow as shown.
 - If the paper tears when it is being removed check to ensure that no small pieces have been left inside the machine.
- 2 Press **Stop/Cancel**.



If the paper is jammed in the Paper Feed Area

- 1 Remove the jammed paper as shown.
 - If the paper tears when it is being removed check to ensure that no small pieces have been left inside the machine.
- 2 Reload new paper with the print side facing toward you.
- 3 Press **Stop/Cancel** when finished.





6.12

Chapter 7

Appendix

Specifications

Item	Specification	
Type of unit	Inkjet Desktop Facsimile Transceiver	
Communication system	Public Switched Telephone Network (PSTN) and PABX	
Compatibility	ITU Group3	
Compression scheme	MH, MR, MMR	
Modem speed	33600/28800/14400/12000/9600/7200/4800/2400bps	
Scanning method	CIS (Contact Image Sensor)	
Input document size	216mm (8.5 inches)	
Effective scanning width	210mm (8.27 inches)	
Effective recording width	203mm (8 inches)	
Power consumption	Standby: 8 Wh Printing Mode: Maximum 17 Wh	
Temperature range	10°C to 35°C (50°F to 95°F)	
Humidity range	20 to 80% RH (non-condensing)	
Dimension (W x D x H)	382 x 273 x 192mm (folded all trays) 382 x 310 x 210mm (extended all trays)	
Weight	3.8 Kg (including handset)	
Power source	See Rating Label attached on the back of the machine.	
Resolution	Scan	200 x 200dpi
	Copy	600 x 300dpi
	Faxing	Standard: 98 x 203dpi Fine: 196 x 203dpi Super Fine: 392 x 203dpi
ADF	15 sheets (0.075~0.12mm thick)	
ASF	100 sheets (75g/m ²) but thinner than 10mm	
ECM mode	YES	
Grey scale	64 Greyscales	
User memory capacity	2 Mbytes (capable of 160 pages at 2.8% print duty on A4) ITU #1 chart	
Replacement cartridge part number	INK-M55	
Ink cartridge life	Initial Cartridge (supplied with the machine; INK-M55S): - About 600 sheets (based on ITU #1 chart) - See "A sample of ITU #1 chart (reduced to 60.5%)" on page 7.3. Replacement Cartridge (to be purchased in the market; INK-M55): - About 1000 sheets (based on ITU #1 chart) - See "A sample of ITU #1 chart (reduced to 60.5%)" on page 7.3.	

A sample of ITU #1 chart (reduced to 60.5%)

THE SLEREXE COMPANY LIMITED

SAPORS LANE - BOOLE - DORSET - BH 25 8 ER

TELEPHONE BOOLE (945 13) 51617 - TELEX 123456

Our Ref. 350/PJC/EAC

18th January, 1972.

Dr. P.N. Cundall
Mining Surveys Ltd.,
Holroyd Road,
Reading,
Berks.

Dear Pete,

Permit me to introduce you to the facility of facsimile transmission.

In facsimile a photocell is caused to perform a raster scan over the subject copy. The variations of print density on the document cause the photocell to generate an analogous electrical video signal. The signal is used to modulate a carrier, which is transmitted to a remote destination over a radio or cable communications line.

At the remote terminal, demodulation reconstructs the video signal, which is used to modulate the density of print produced by a printing device. This device is scanning in a raster scan synchronised with that at the transmitting terminal. As a result, a facsimile copy of the subject document is produced.

Probably you have uses for this facility in your organisation.

Yours Sincerely,

Phil.

P.J. CROSS
Group Leader - Facsimile Research

Registered in England: No. 2038
Registered Office: 60 Vicars Lane, Ilford, Essex.

Replacing the fitted plug (UK)

Important

The mains lead for this machine is fitted with a standard (BS 1363) 13 amp plug and has a 13 amp fuse. When you change or examine the fuse, you must re-fit the correct 13 amp fuse. You then need to replace the fuse cover. If you have lost the fuse cover, do not use the plug until you get another fuse cover from the people from whom you bought the machine.

The 13 amp plug is the most widely used type in the UK and should be suitable.

However, some buildings (mainly old ones) do not have normal 13 amp plug sockets.

You need to buy a suitable plug adaptor. Do not remove the moulded plug.

Warning

If you cut off the moulded plug, get rid of it straight away.

You cannot rewire the plug or you may get an electric shock if you put it into a socket.

Important warning: You must earth this machine

The wires in the mains lead have the following colour code:

- Green and Yellow: Earth
- Blue: Neutral
- Brown: Live

If the wires in the mains lead do not match the colours marked in your plug, do the following:

You must connect the blue wire to the pin which is marked with the letter 'N' or coloured black.

You must connect the brown wire to the pin which is marked with the letter 'L' or coloured red.

You must have a 13 amp fuse in the plug, adaptor, or at the distribution board.

Notes for use of this device (New Zealand)

The grant of a Telepermit for any item of terminal equipment indicates only that Telecom has accepted that the item complies with minimum conditions for connection to its network. It indicates no endorsement of the product by Telecom, nor does it provide any sort of warranty. Above all, it provides no assurance that any item will work correctly in all respects with another item of Telepermitted equipment of a different make or model, nor does it imply that any product is compatible with all of Telecom's network services.

This equipment shall not be set up to make automatic calls to the Telecom '111' Emergency Service.

This equipment may not provide for the effective hand-over of a call to another device connected to the same line.

Important Notice

Under power failure conditions, this telephone may not operate. Please ensure that a separate telephone, not dependent on local power, is available for emergency use.

Declaration of conformity (European countries)

Approvals and Certifications



The CE marking applied to this product symbolises Samsung Electronics Co., Ltd. Declaration of Conformity with the following applicable 93/68/EEC Directives of the European Union as of the dates indicated:

January 1, 1995: Council Directive 73/23/EEC Approximation of the laws of the member states related to low voltage equipment.

January 1, 1996: Council Directive 89/336/EEC (92/31/EEC), approximation of the laws of the Member States related to electromagnetic compatibility.

March 9, 1999: Council Directive 1999/5/EC on radio equipment and telecommunications terminal equipment and the mutual recognition of their conformity.

A full declaration, defining the relevant Directives and referenced standards can be obtained from your Samsung Electronics Co., Ltd. representative.

EC Certification

Certification to 1999/5/EC Radio Equipment & Telecommunications Terminal Equipment

Directive (FAX)

This Samsung product has been self-certified by Samsung for pan-European single terminal connection to the analogue public switched telephone network (PSTN) in accordance with Directive 1999/5/EC. The product has been designed to work with the national PSTNs and compatible PBXs of the European countries:

In the event of problems, you should contact the Euro QA Lab of Samsung Electronics Co., Ltd. in the first instance. The product has been tested against TBR21 and/or TBR 38. To assist in the use and application of terminal equipment which complies with this standard, the European Telecommunication Standards Institute (ETSI) has issued an advisory document (EG 201 121) which contains notes and additional requirements to ensure network compatibility of TBR21 terminals. The product has been designed against, and is fully compliant with, all of the relevant advisory notes contained in this document.



ELECTRONICS

EU Declaration of Conformity (RTTE)

We, Samsung Electronics Co, Ltd.

of 1) #259,GongDan-Dong,Kumi-City Kyung Buk,KOREA 730-030
2) **Shandong Samsung Telecommunications Co.,Ltd,**
Jinzhou Road, Weihai Hi-Tech. IDZ Shandong Province, HINA 264209
(factory name, address)

declare under our sole responsibility that the product

Inkjet Fax Model " SF-350 "

RTTE Directive 1999/5/EC (Annex II)

Low Voltage Directive 73/23/EEC

EMC Directive 89/336/EEC:92/31/EEC

By application of the following standards

RTTE : TBR 21, TBR 38 , Advisory Notes(EG 201 121)

LVD : IEC 60950:1999

EMC : EN55022:1998 inc.A1:2000,EN55024:1998,AS/NZS3548;1995,

EN61000-3-2:1995 inc.A1/A2:1998,EN61000-3-3:1995,EN61000-4-2:1995 inc.

A1:1998,EN61000-4-3:1996 inc.A1:1998,EN61000-4-4:1995,EN61000-4-5:1995

inc. A1:1996,EN61000-4-6:1996,EN61000-4-8:1993,EN61000-4-11:1994

(Manufacturer)

Samsung Electronics co.,ltd
#259,KongDan-Dong,Gumi-City
KyungBuk, Korea 730-030

Whan-soon Yim/ Senior Manager

2003-03-11

.....
(place and date of issue)

.....
(name and signature of authorized person)

(Representative in the EU)

Samsung Electronics Euro QA Lab.
Blackbushe Business Park
Saxony Way, Yateley, Hampshire
GU46 6GG, UK

In-Seop Lee / Manager

2003-03-11

.....
(place and date of issue)

.....
(name and signature of authorized person)



Index

A

ADF 6.2, 7.2
alignment 6.3
appearance 1.3
ASF 1.6, 6.10, 7.2
ASF 1.6, 6.10
auto journal 5.8
auto reduction 5.7

B

broadcasting 1.2, 3.3, 4.1, 4.2, 5.4, 6.7

C

caller id 2.3, 2.6, 5.2, 5.4, 5.5, 5.7, 5.8, 6.8
cartridge
 alignment 6.4
 cleaning 6.4, 6.5, 6.6, 6.10
 ink level 6.4
 installation 6.7, 6.8, 6.10
 life 7.2
 maintenance 6.5
 part number 7.2
 replacing 1.4, 6.3, 6.7, 6.10
contrast 1.4, 3.2, 3.3, 5.8
control panel 1.4, 3.2, 6.2, 6.3, 6.6, 6.11

D

delayed fax 1.2, 3.3, 4.1, 4.4, 5.4, 6.6, 6.7
dialling 1.2, 1.4, 2.5, 3.4, 6.8
discard size 5.7

E

ECM mode 5.7, 7.2

F

feeder 1.2, 1.6, 1.7, 2.2, 2.3, 3.2, 3.3, 3.4, 6.8, 6.10

G

Group dialling 2.4
 Dialling 2.4
 Storing 2.4

I

image TCR 5.7, 5.8
ink save mode 1.10
ITU #1 chart 7.2, 7.3

J

junk fax 5.2, 5.4, 5.5, 5.8, 6.7, 6.8
 5.4, 5.5

K

keypad character 1.9

L

language 5.7

M

making a copy 1.7, 6.9

O

One-Touch 2.2
 dialling 2.2
 Storing 2.2
one-touch
 dialling 1.2, 2.2, 6.8
 programming 5.2, 5.4
 sending 3.4
on-hook dial 2.2

P

paper size 1.6, 1.7, 5.7, 6.9
pause 1.4, 2.3, 5.2
phonebook 1.2, 2.2, 2.3, 2.5, 5.4, 6.8, 6.9
polling 1.2, 4.4, 4.5, 5.4, 6.6, 6.8, 6.9

R

rcv. start code 5.7
recall 5.2
receive mode
 auto mode 3.5, 3.6
 DRPD 1.2, 3.5, 3.7, 5.8
 fax mode 3.5, 4.5
 TAM mode 3.6
 tel mode 3.6, 6.9
remote test 5.8
report 1.2, 5.4, 5.6, 5.7, 5.8, 6.5, 6.7, 6.9
resolution 1.7, 2.3, 3.2, 3.3, 5.8, 7.2
ring volume 1.10
rings to answer 3.5, 5.7

S

Save 4.2
 Ink Save 1.10
 Toll Save 4.2
scanning glass 6.2
scheduled job 4.5, 5.4, 6.6, 6.7, 6.8
search 1.4, 2.5
send from memory 2.3, 3.4, 5.7
sending confirm 3.4, 5.4, 5.7
setting date and time 1.8
setting fax number 1.8
shading 6.4, 6.5, 6.7
speaker volume 1.10
specifications 7.2
speed dial
 dialling 2.2, 2.3
 programming 2.2, 5.2, 6.7
 sending 3.4
Speed dialling 2.3
 Storing 2.3

T

Toll Save 4.2

W

white roller 6.2, 6.7



www.samsungprinter.com

P/N: JB68-00812A Rev.1.00